

# **Management Information Meeting**

## **July 19, 2002**

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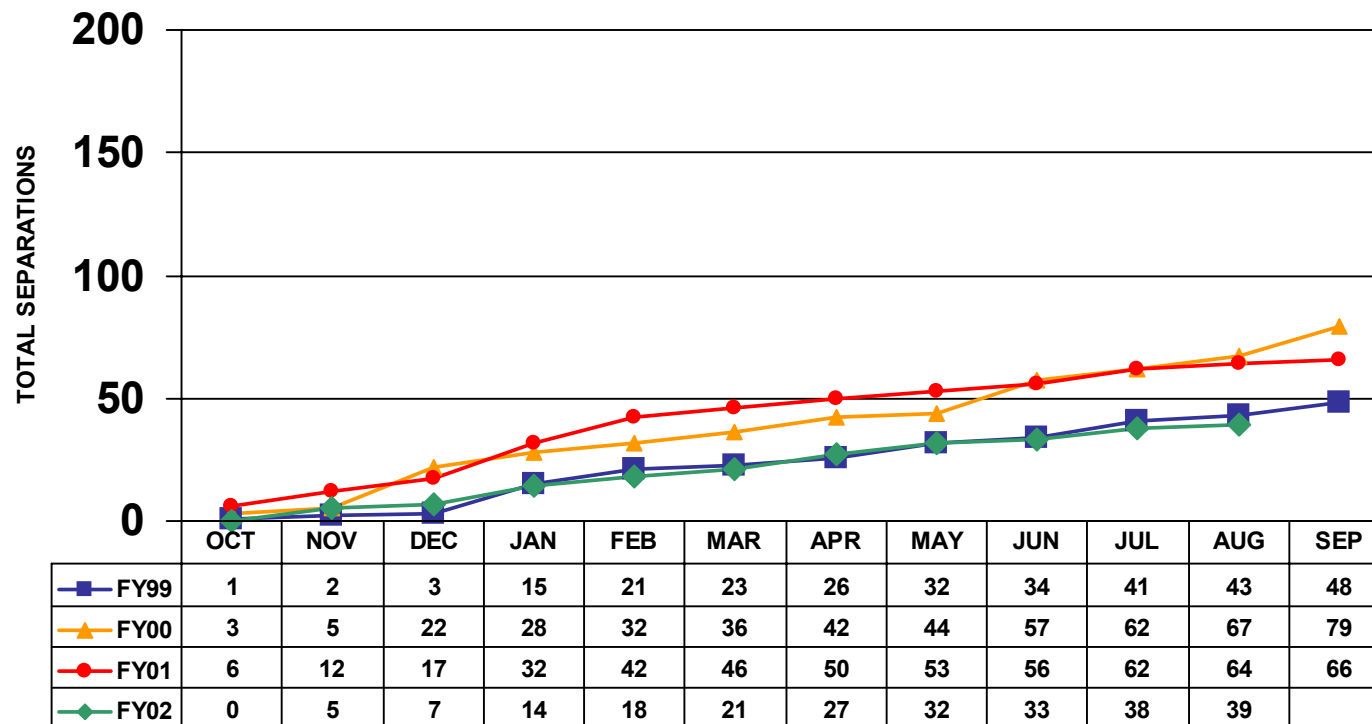
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### CUMULATIVE SEPARATIONS FY99-02



FY02 Projected Separations - 50



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### Center Loss Picture FY02 (as of 07/10/02)

Reasons	Minority		Nonminority		Total
	Male	Female	Male	Female	
Retirement	2	1	24	1	28
Buyout Retirement					
Termination				1	1
Transfer	1	1	2	2	6
Death			2		2
Resignation:					
Change of Employer	1				1
Personal				1	1
Total Losses	4	2	28	5	39



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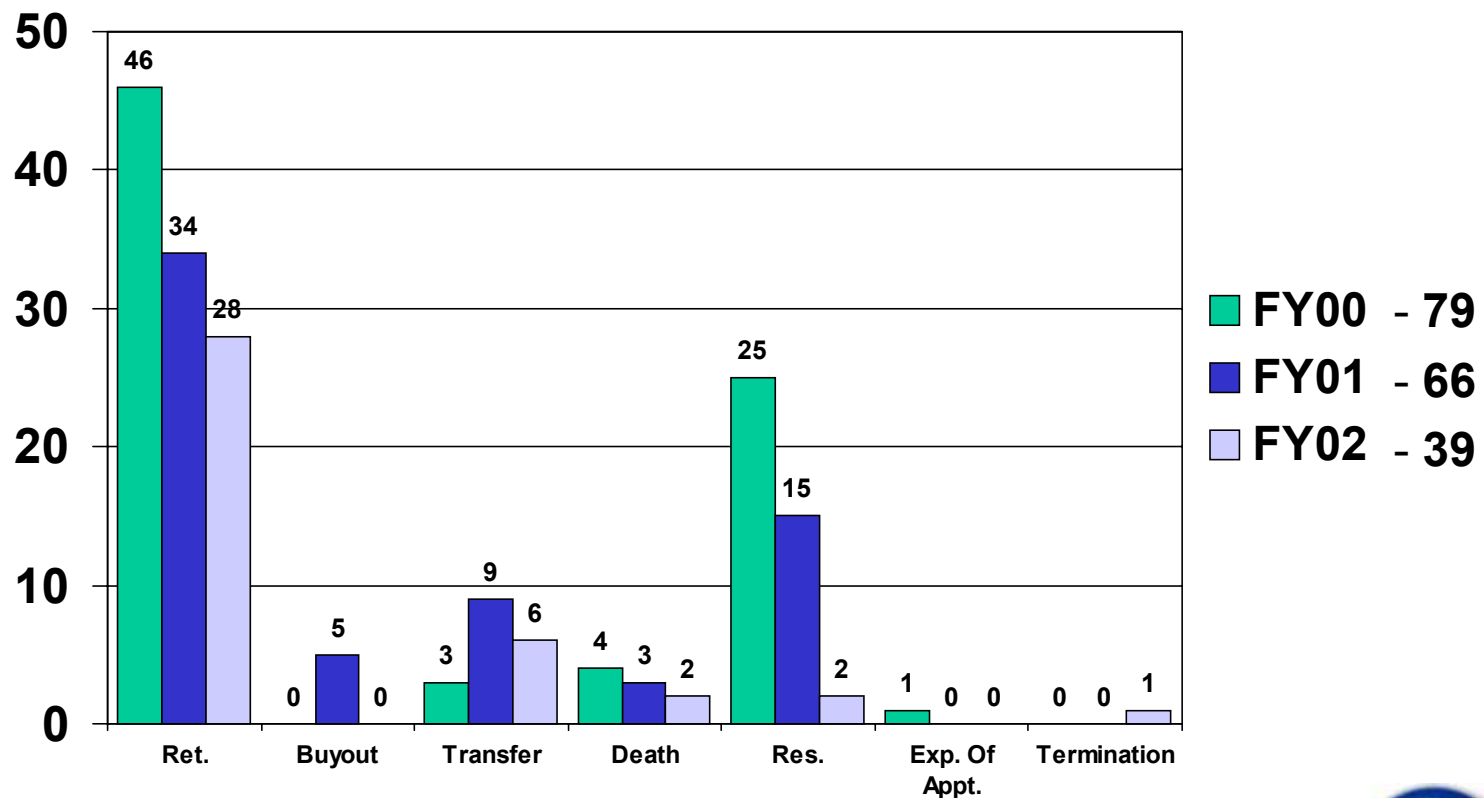


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### CENTER LOSS PICTURE FY00-FY02 (as of 07/10/02)



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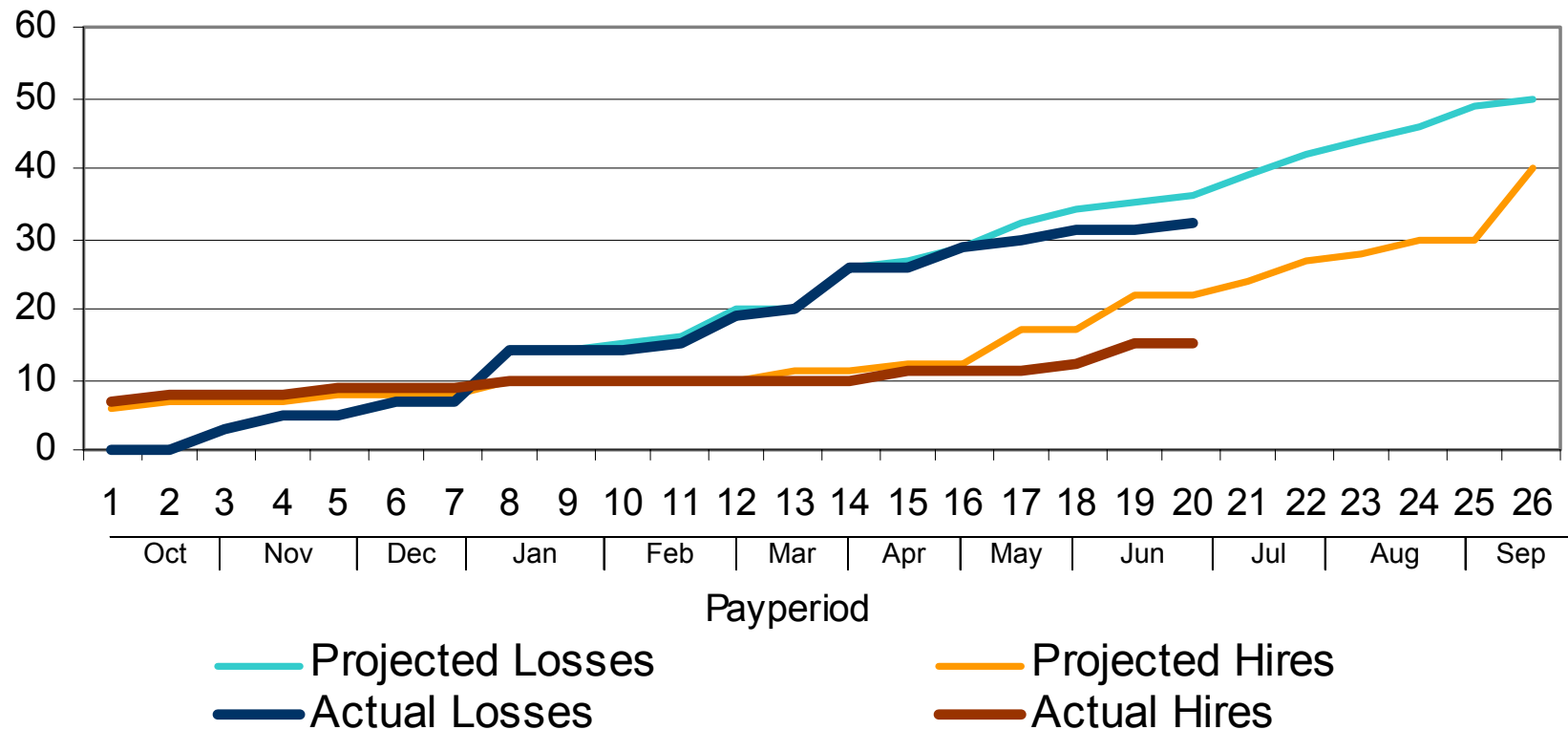
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### Glenn Research Center FY02 FTP Losses and Hires



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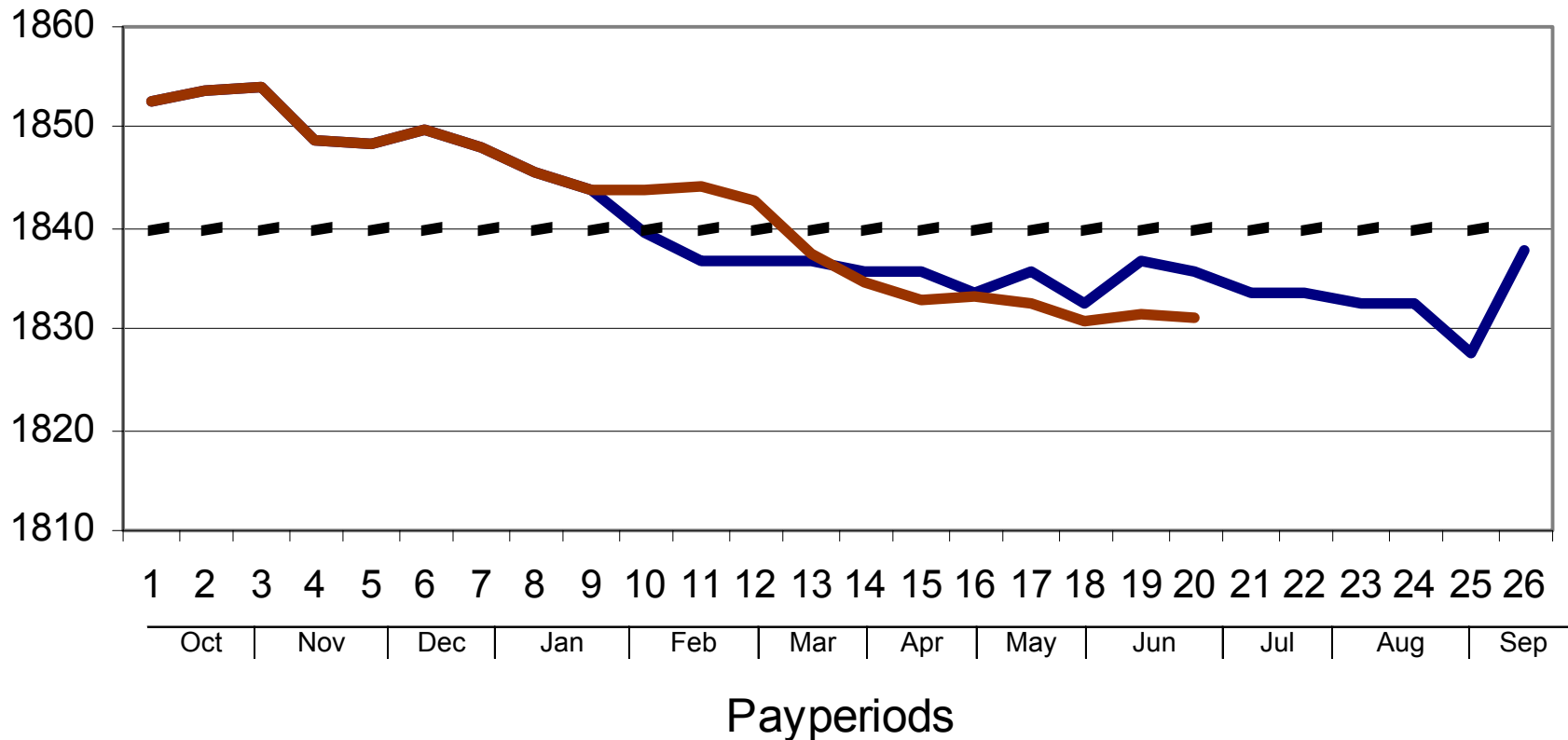
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### Glenn Research Center FY02 FTP'S



— P/P Plan    - - - Ave FTE Plan    — P/P Actual



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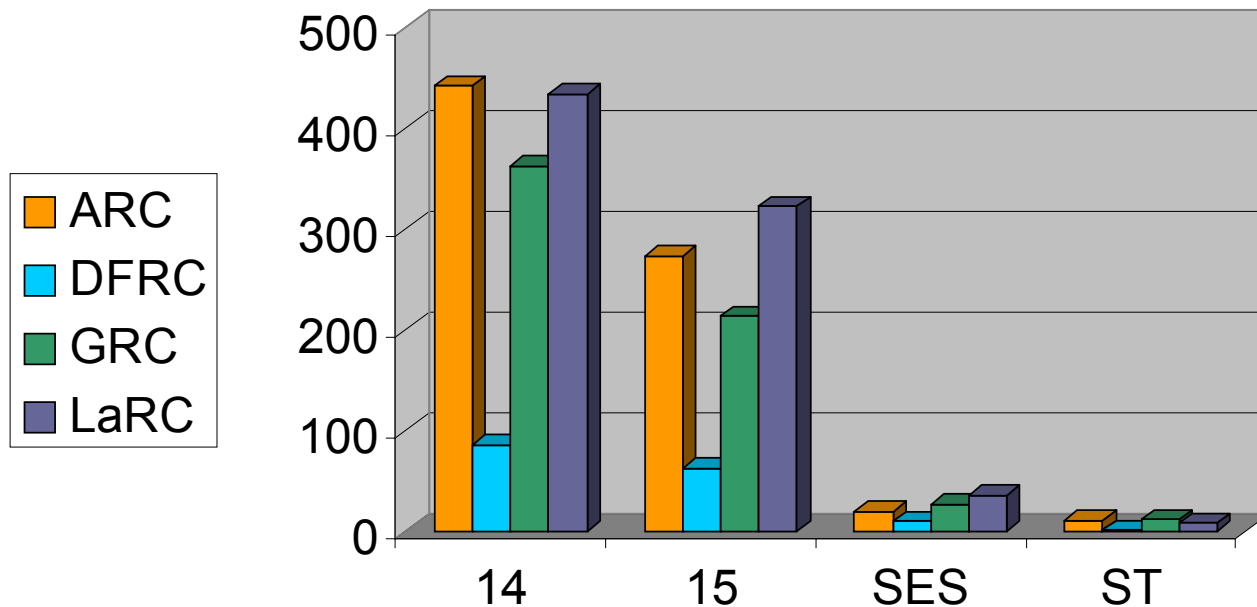
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### High-Grade Positions - FTP As of 06/29/02



	All Grades	14 & Above	14		15		SES		ST		Other	
ARC	1,405	746	442	31%	273	19%	20	1%	11	0.78%	0	
DFRC	565	160	86	15%	63	11%	10	2%	1	0.18%	0	
GRC	1,833	614	362	20%	213	12%	27	1%	12	0.65%	0	
LaRC	2,277	801	434	19%	322	14%	36	2%	8	0.35%	1	(AD)



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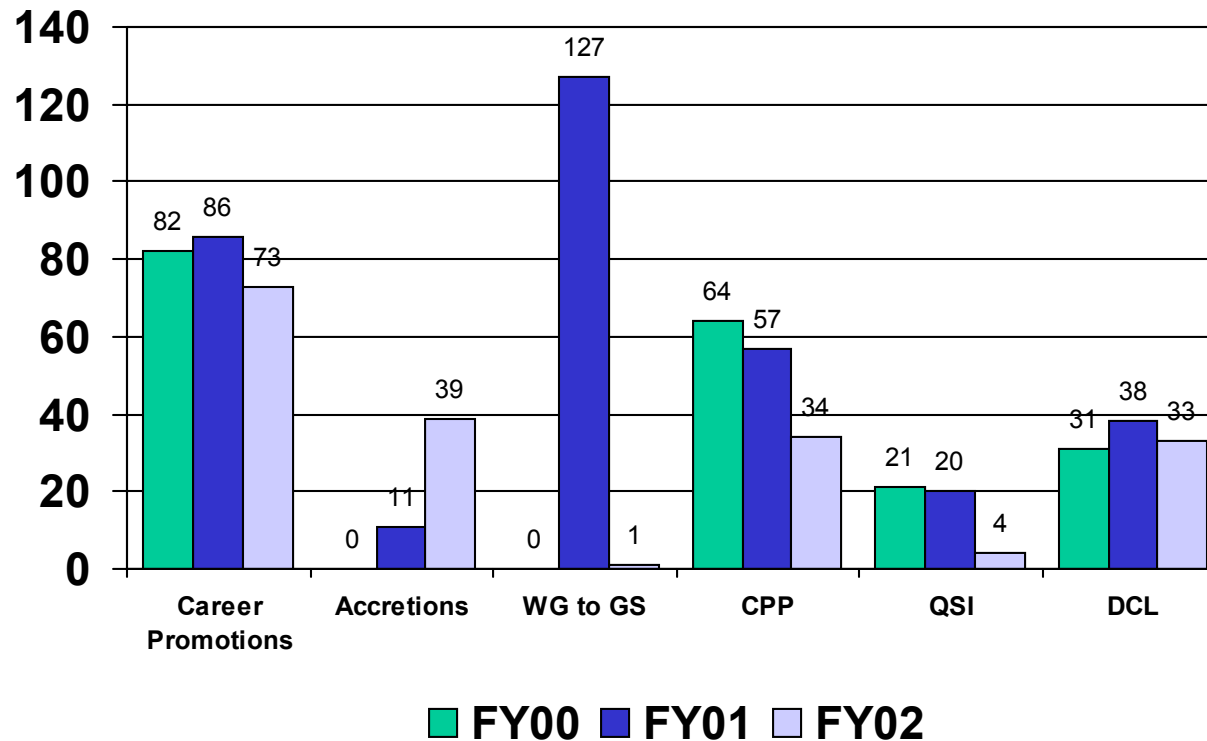


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FY00-FY02\* Promotions  
By Fiscal Year



\*As of 07/16/02



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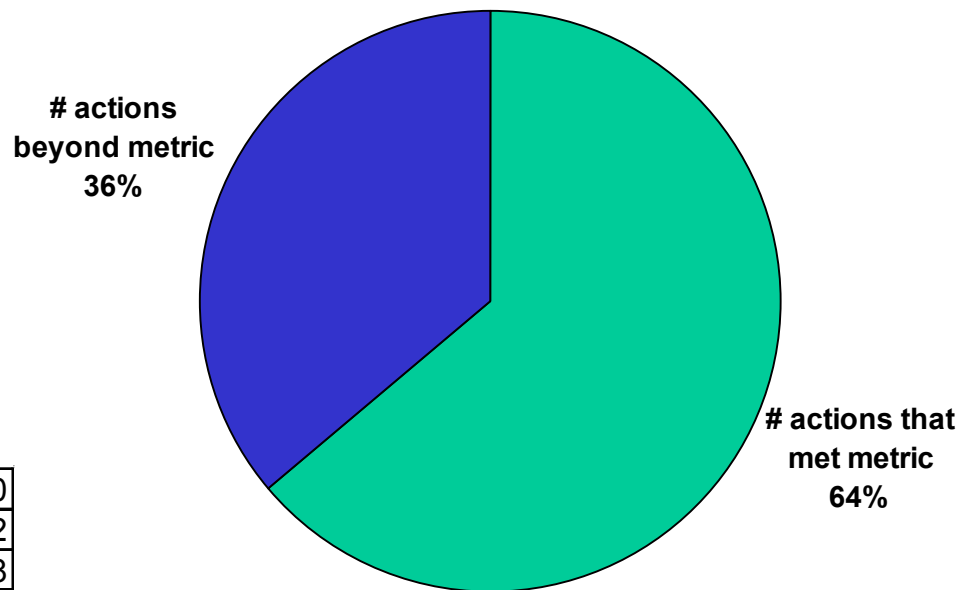


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### Staffing Metrics 3<sup>rd</sup> Quarter FY02



Total Certificates Issued	50
Actions That Met Metric	32
Actions Beyond Metric	18

**Metric** = 29 Days From Staffing Receipt of SF-52 to Issuance of Certificate to Selecting Official

**Goal** = 80 Percent of Actions Within Metric



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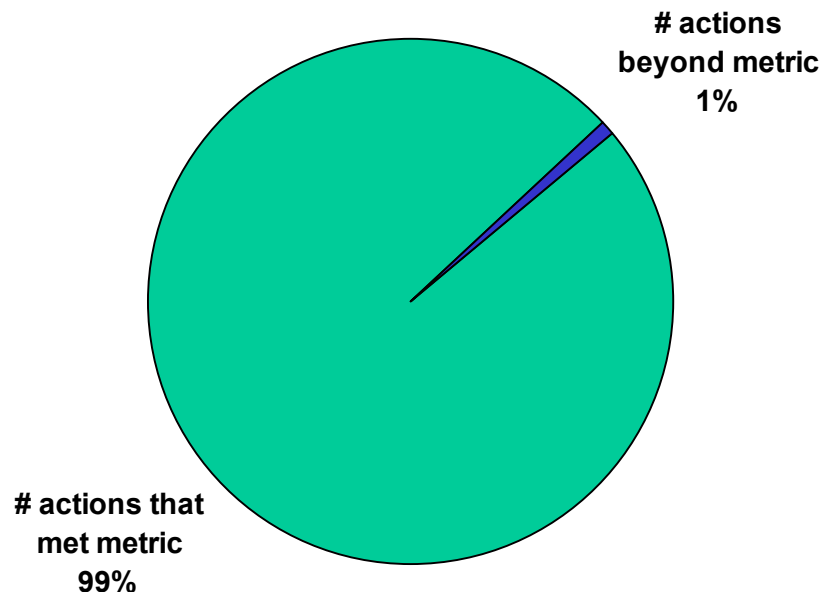
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### Classification Metrics 3<sup>rd</sup> Quarter FY02

Total Actions Completed	103
Actions That Met Metric	102
Action Beyond Metric	1



**Metric** = 30 Days From Receipt of SF-52 to Classify Action

**Goal** = 80 Percent of Actions Within Metric



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### OWCP

	3rd Quarter FY02	YTD Total	FY01
New Claims	5	13	18
Full Days COP	30	56	27
- Partial Days	1	13	18
COP Costs	\$5,299.56	\$10,667.92	\$5,735.30



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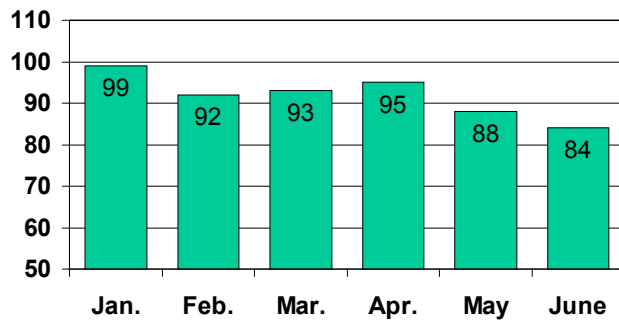


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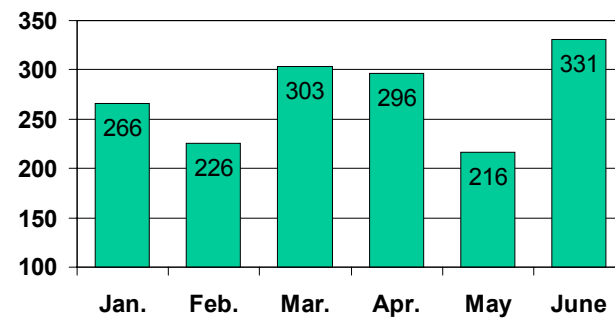
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### Medical Services

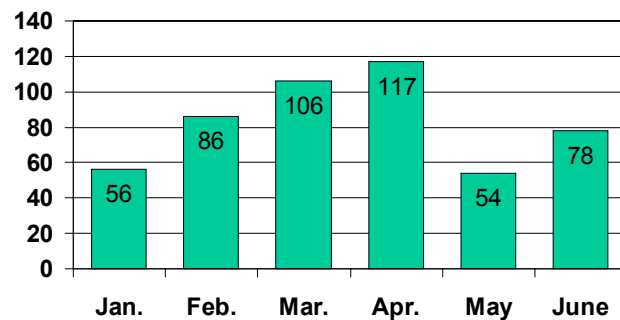
Health Screening Exams



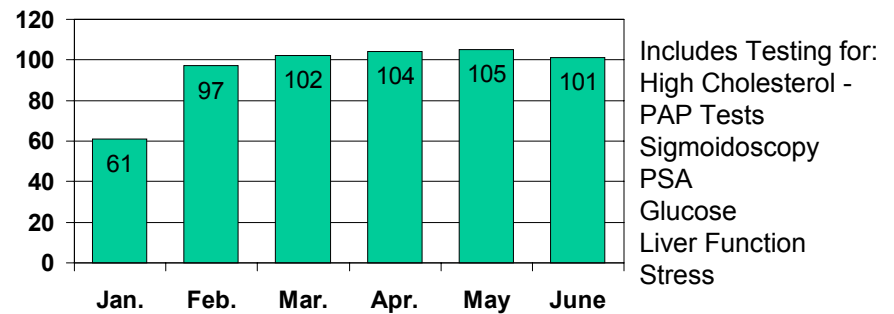
Blood Pressure Tests



Medical Surveillance Testing  
(FAA Flight Physicals, Surveillance Programs)



Abnormal Labs/Early Detection



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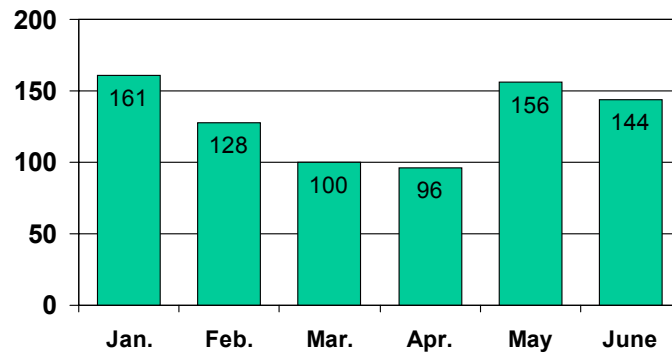
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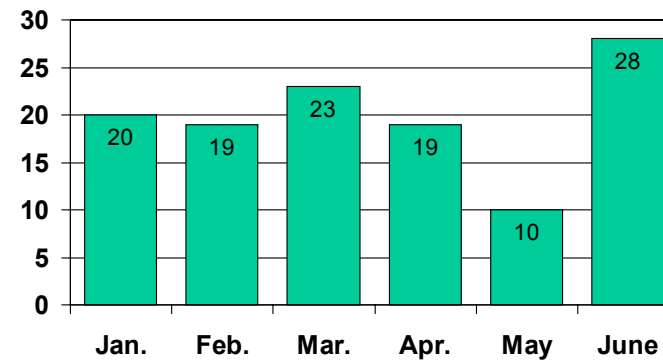
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### Medical Services

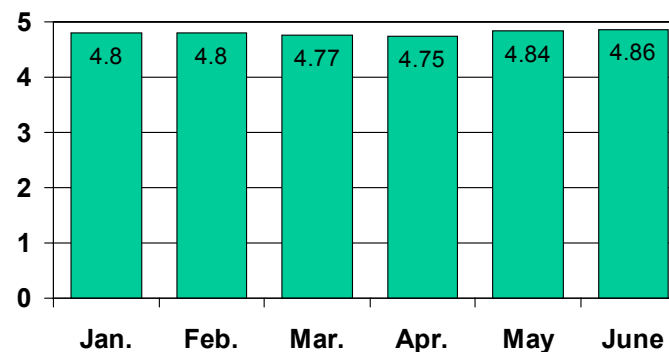
Personal Illness/Injury (New)



Occupational Illness/Injury



Overall Rating



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Leave Requests Processed (FY02 3rd Quarter)	
Advanced Sick Leave	5
(Same Period Last Year)	5
Leave Transfer Requests	4
(Same Period Last Year)	1

Telecommuting Requests (FY02 3rd Quarter)	
Ongoing	1
(Same Period Last Year)	1
Temporary	2
(Same Period Last Year)	7
As Needed	12
(Same Period Last Year)	14
Requests Renewed	75



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### Awards by Type (as of 07/03/02)

Award Type	Number of Awards	Total Amount
Performance	275	\$396,648
Group Achievement	995*	\$331,000
Special Act	403	\$291,139
Fast Cash	51	\$8,313
Time Off	313	3,791 Hours
Space Act Award	46	\$81,900

\*Includes nonmonetary SSC awards



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### AWARDS FY02 DIRECTORATE BUDGETS ( GAA, SAA, & PA TYPE AWARDS) AS OF 07/03/02

Dir.	Allocated Amount	Used	Number Processed	Balance	Percentage Used
0100	\$38,200	\$18,776	24	\$19,424	49.15%
0200	\$43,576	\$25,450	15	\$18,126	58.40%
0400	\$32,097	\$970	2	\$31,127	3.02%
0500	\$54,335	\$46,850	58	\$7,485	86.22%
0600	\$69,941	\$27,505	49	\$42,436	39.33%
2000	\$64,887	\$61,999	63	\$2,888	95.55%
5000	\$370,521	\$317,180	402	\$53,341	85.60%
6000	\$172,748	\$65,753	109	\$106,995	38.06%
7000	\$611,654	\$430,579	590	\$181,075	70.40%
9000	\$30,040	\$15,605	21	\$14,435	51.95%

**Deadline for all Cash Awards = August 21, 2002**

**FY03 Honor Awards Submissions Due to the Awards Office by September 20, 2002**



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### Employee Suggestion Program

Directorate/Staff Office Suggestions  
FY02 (As of 07/10/02)

Org.	Individual Submission	Accepted	Rejected	Group Submission	Accepted	Rejected	Supervisor Submission	Accepted	Rejected
0100	4		3						
0200									
0400									
0500	1								
0600	4		3						
2000	1		1						
5000	10		6				1		1
6000	3		2	1	1				
7000	14	1	9						
9000									
Other Centers	1		1						



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### Employee Suggestion Program

#### Pending Suggestions (By Evaluating Organization)

Evaluating Org.	Suggestion Number	Due Date
0220	02-0039	07/08/02
0220	02-0040	07/11/02
0530	02-0028	03/08/02
0550	02-0002	03/05/02
0600	02-0020	02/11/02
6000	00-0036	07/28/00
7100	02-0011	11/23/01



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### Employee Suggestion Program

- Suggestion Awards FY02 (as of 07/10/02) - \$6,382
  - Tangible Savings - \$13,036
  - Number of Eligible Employees – 1,959
  - Number of Supervisors - 170
  - Suggestions Submitted 10/01/01 – 07/10/02 – 40
    - Submitted by Supervisors - 1
    - Submitted by Nonsupervisors - 39
  - Percentage of Participation – 2.04%
  - Percentage of Supervisor Participation – 0.6%



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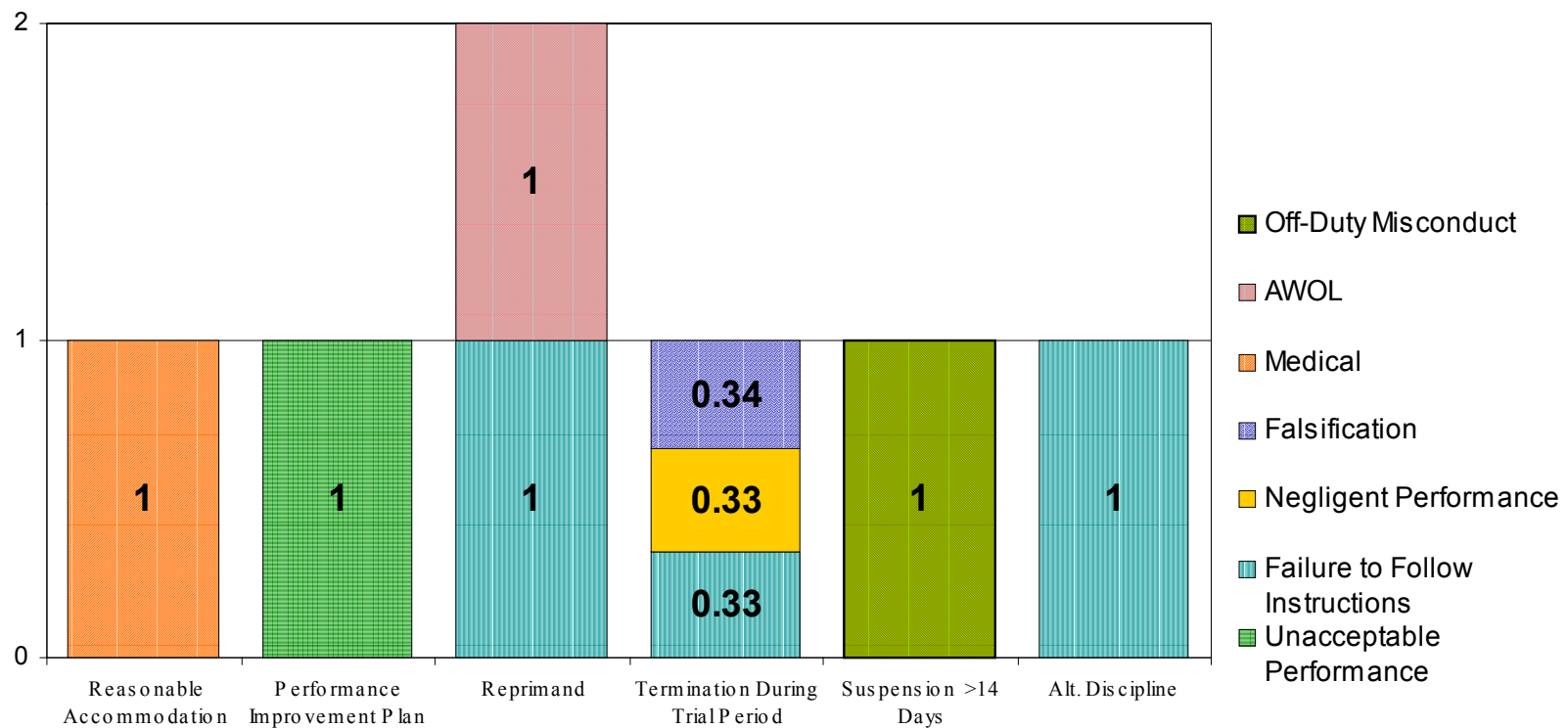
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### FY02 EMPLOYEE RELATIONS ACTIVITY BY ISSUE (as of 06/30/02)



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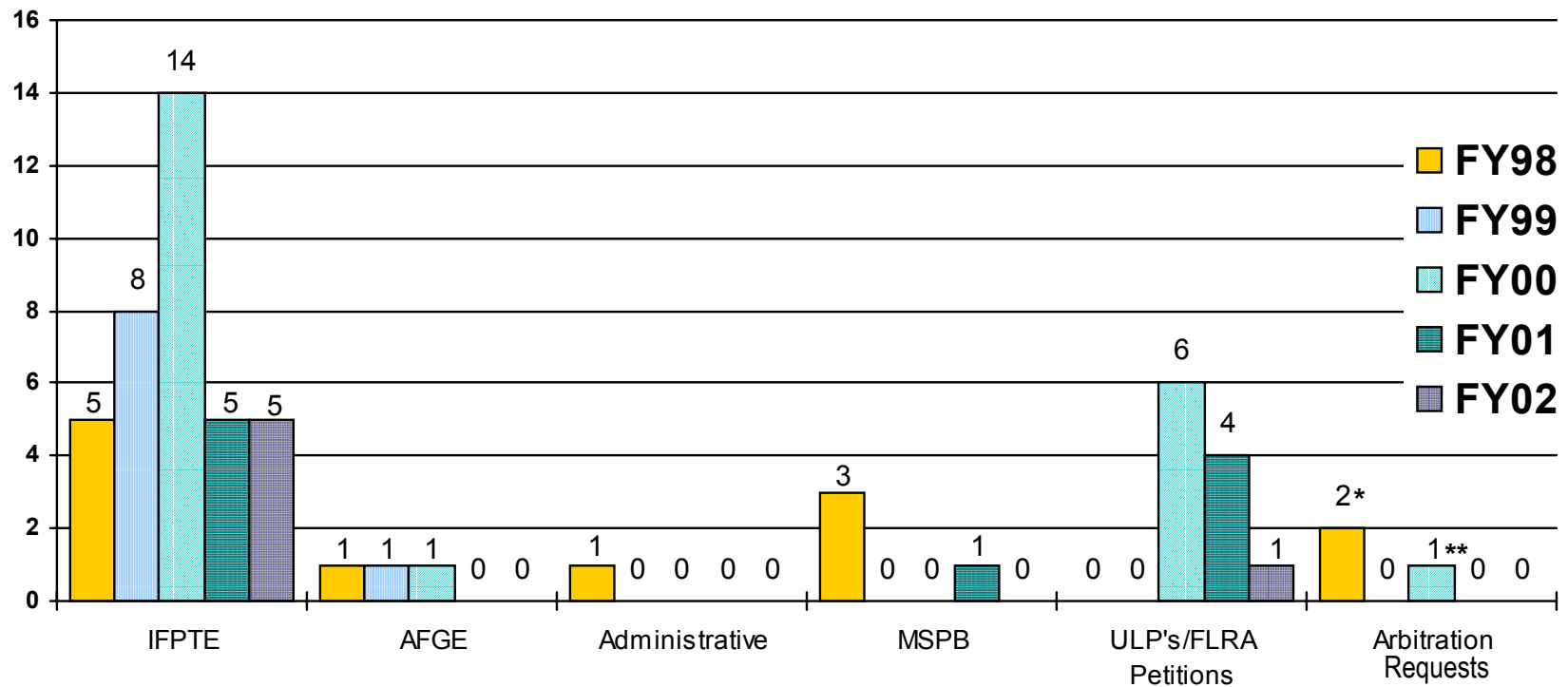
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### APPEAL/GRIEVANCE ACTIVITY FY98-02 (as of 06/30/02)



\*Later Withdrawn by Union

\*\*Not Pursued By Union (as of report date)



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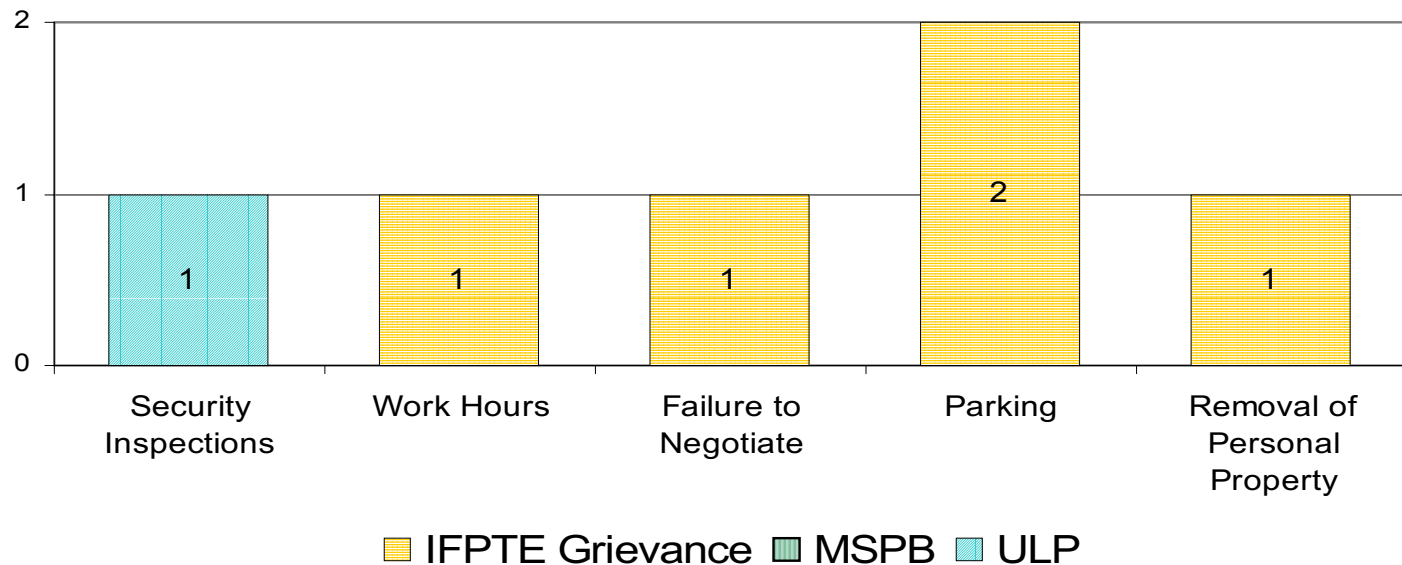


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### FY02 APPEAL/GRIEVANCE ACTIVITY BY ISSUE (as of 06/30/02)



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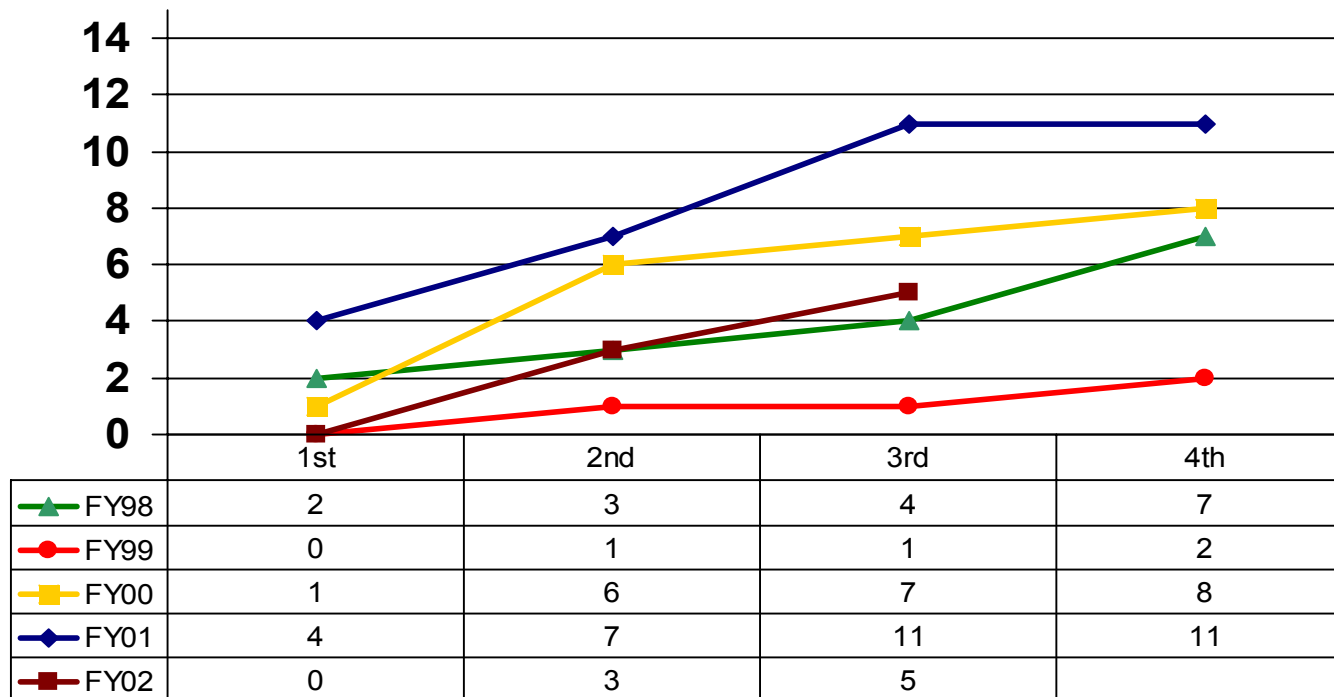
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### DISCIPLINARY/ADVERSE ACTIONS FY98-02 (as of 06/30/02)



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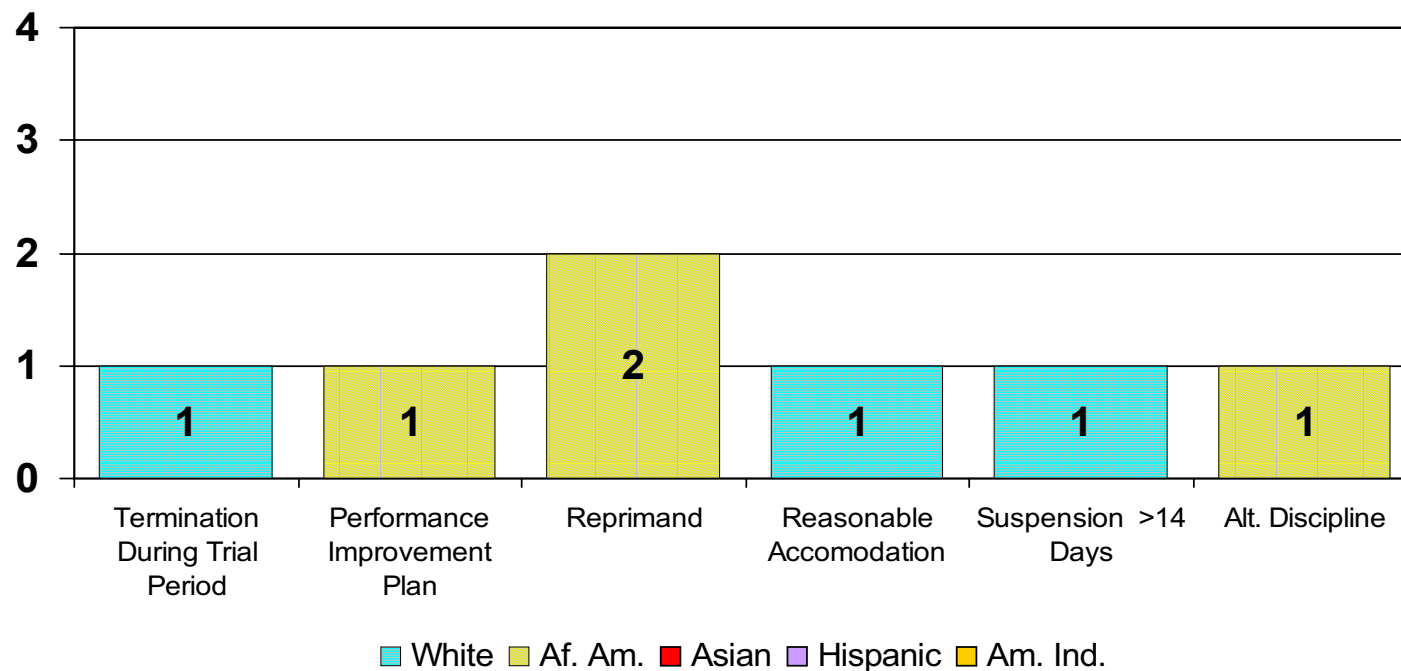


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### FY01 EMPLOYEE RELATIONS ACTIVITY MINORITY/NONMINORITY (as of 06/30/02)



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### FY02 Staff Office Training Budget Status as of June 30, 2002

	<b>0100</b>	<b>0120</b>	<b>0140</b>	<b>0170</b>	<b>0180</b>	<b>0200</b>	<b>0400</b>	<b>0500</b>	<b>0600</b>
<b>Allocated</b>	\$21,000	\$3,000	\$8,500	\$4,500	\$8,000	\$12,000	\$20,000	\$46,300	\$18,000
<b>Committed</b>	\$16,186	\$934	\$3,305	\$4,035	\$5,060	\$6,343	\$14,798	\$19,654	\$12,999
<b>% Committed</b>	77%	31%	39%	90%	63%	53%	74%	42%	72%



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### FY02 Directorate Office Training Budget Status as of June 30, 2002

	2000	5000	6000	7000	9000
Allocated	\$82,700	\$284,000	\$125,000	\$275,000	\$39,900
Committed	\$64,392	\$220,510	\$70,988	\$161,184	\$19,985
% Committed	78%	78%	57%	59%	50%



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### FY02 Overall Training Budget Status as of June 30, 2002

	Directorate Sub-Allocation Total	OD&TO Managed Total	Expert Center IT Security Managed Total	Centerwide Total
Allocated	\$947,900	\$3,909,765	\$575,000	\$5,432,665
Committed	\$620,372	\$2,338,091	\$567,872	\$3,526,335
% Committed	65%	60%	99%	65%



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### Heads Up: Not Business as Usual

Look for communications on changes to the training authorization and purchase processes with the implementation of the Core Finance Module.

Payment of registration fees on travel cards will cease as of October 1, 2002. When purchase orders are not accepted by vendors, ODT will make P-card purchases for attendee registration fees.

Applications for all conferences and training purchases through September 30, 2002, ***must be submitted by August 7, 2002***, to facilitate FY02 close-out and conversion success.

Contractor reimbursable training will cease. SSCs will attend NASA training courses on a space available basis and will be billed directly by the vendor.



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### Development Program Opportunities

Program	HRP Selection Date
NASA and GRC Fellowship Programs	August 13, 2002



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### Training Program Course Offerings & Evaluation Metrics as of June 30, 2002

	APR	MAY	JUN	YTD
Number of On-site Course Offerings	25	25	18	176
* Overall Rating of Courses	4.43	4.44	4.41	4.43
* Services of the Training Office	4.49	4.37	4.33	4.45
** Value of training in supporting your ability to achieve NASA's strategic goals	7.22	7.33	7.31	7.35

\* Scale 1- 5 (1=Poor, 5=Excellent)

\*\* Scale 1- 9 (1=Lowest, 9=Highest) is HQ Code FT Metric



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